HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE

Minutes of the Regular Session of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Tuesday, April 23, 2013 at 10:00 A.M., in meeting room 4C located on the fourth floor of the Administration Building.

HR COMMITTEE MEMBERS PRESENT: Maly, Ballweg, Frohling, Greshay and Marsik

ALSO PRESENT: Joseph Rains, Human Resources Director; Sarah Eske, Human Resources Analyst; James Mielke, Dodge County Administrator; Scott Smith, Interim Chief Deputy; Angela Zilliox, Human Resources Specialist; Matthew Bublitz, Correctional Officer.

Meeting called to Order by Chair Maly at 10:00 a.m.

Roll call was taken. All members present.

Rains verified that the meeting was noticed in compliance with the Open Meetings Law.

Motion by Marsik to approve the agenda and allow the Chairperson to go out of order to efficiently conduct the meeting. Second by Greshay. Motion carried.

Maly asked if anyone present had any public comments. None were heard.

Motion by Greshay to approve the minutes of the April 9, 2013 regular meeting of the Human Resources and Labor Negotiations Committee. Second by Frohling. Motion Carried.

Rains advised the Committee of the status of the Prohibited Practice complaint that AFSCME filed with the Wisconsin Employment Relations Commission (WERC). He stated that the County's labor attorney has filed a motion to dismiss the claim on the basis that the five (5) AFSCME locals did not file for recertification. Therefore, the County considers the five (5) unions decertified when the contract expired on December 31, 2012 and as a result there is no duty to bargain. Rains stated that the General Counsel of the WERC has sent correspondence to David Dorn, Staff Representative, giving him until May 3, 2013 to reply to the County's motion to dismiss. WERC's General Counsel further explained that upon review of the union's response and the County motion, a determination will be made as to whether a hearing is needed, whether further briefing is warranted, and whether the matter will be assigned to an Examiner or decided directly by the Commission.

Rains informed the Committee that the Performance Review Advisory Committee has been formed. Rains stated that Katie McCloskey from Carlson Dettmann is assisting the County with this initiative. He stated that the members of the Committee are as follows: Jim Ketchum, Lieutenant; Dustin Beck, Jail Supervisor; Jane Hooper, Clearview Administrator; Brian Field, Highway Commission; Janet Wimmer, Director of Human Services and Health; Ruth Otto, Director of IT; John Corey, Corporation Counsel; Joyce Fiacco, Director of Land Resources and

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Parks; Angela Zilliox, Human Resources Specialist; Sarah Eske, Human Resources Analyst and himself. He further stated that Maly has asked to sit in on the meetings, and Mielke will also attend. He stated that Eske is in the process of scheduling the first meeting for either May 3rd or May 6th. Rains stated that he and Eske will be meeting with Katie McCloskey on April 24th to prepare for the first meeting.

The Committee reviewed the Personnel Requisitions.

Motion by Frohling to approve the Personnel Requisitions as presented. Second by Marsik. Motion carried.

One (1) Lieutenant – Full time - 1st Shift, Sheriff's Department

Leave of Absence: Rains informed the Committee of a request for military leave for an employee of the Sheriff's Department. The Committee asked questions regarding military leaves of absence.

Motion by Greshay to approve the leave as presented. Second by Ballweg. Motion carried.

An employee of the Sheriff's Department – Patrol Division for Unpaid Military Leave of Absence from 07-04-13 to 07-29-13

The Committee reviewed the Salary, Wage, and Status changes as presented.

NEW HIRE – UNION: None. RE-HIRE – UNION: None. RECLASSIFICATION – UNION: None. STEP INCREASE – UNION: None. NEW HIRE: Shellie S. Schroeder, Receptionist II, Clerk of Courts Department at \$12.81, Pay Grade DC02, Step ST01 effective 04-01-13; Edward Premo, Appointed Official-Board of Adjustment, County Board at \$40.00/Mtg., Pay Grade CBN01, Step 01ST, effective 03-19-13. RE-HIRE: None. LIMITED TERM/SEASONAL: Kay Kiser, Park Attendant – Astico Park, Land Resources & Parks Dept. at \$11.70, Pay Grade MSC13, Step 02Y2 effective 04-15-13; James H. Meyer, Park Attendant – Harnischfeger Park, Land Resources & Parks Dept. at \$11.70, Pay Grade MSC13, Step 02Y2 effective 04-18-13; Joseph K. Schaefer, Park Caretaker – Ledge Park, Land Resources & Parks Dept. at \$11.34, Pay Grade MSC06, Step 03Y3 effective 04-11-13; Susan M. Schaefer, Park Attendant – Ledge Park, Land Resources & Parks Dept. at \$12.13, Pay Grade MSC13 – Step 03Y3 effective 04-11-13; John A. Sevenz, Jr., Park Caretaker – Harnischfeger Park, Land Resources & Parks Dept. at \$11.34, Pay Grade MSC06, Step 03Y3 effective 04-15-13. RECLASSIFICATION: None. STEP INCREASE: None. NON-SCHEDULED INCREASE: None.

The Committee reviewed the Orientation Period Reports as presented.

Committee Member Reports: None to report.

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HR Director's Report

a. Disciplinary Actions: Rains informed the Committee that an employee of the Jail has been given a one day unpaid suspension for failure to complete assigned pipe tours. Rains stated that he believes this suspension will be grieved as the employee has asked that the suspension be placed on hold until the grievance can be heard. He stated that he will be discussing this further with the Sheriff.

Rains and Zilliox informed the Committee that an employee of Clearview has been given a three day unpaid suspension for failure to follow resident care plan instructions. Rains further stated that this employee will be placed into a position in a lower classification upon an opening.

- b. Grievances and Arbitrations: None.
- c. Worker's Compensation: None.

Future Agenda Items: Discussion regarding 2014 Wage Structure Adjustment.

Future Meeting Dates and Times: Maly asked the Committee to change the date of the November 5, 2013 meeting to either November 6th or 7th, 2013. The consensus of the Committee is to change the November 5, 2013 meeting to November 6, 2013 at 10:00 a.m.

The next regular scheduled meetings of the Human Resources and Labor Negotiations Committee are May 7, 2013 and May 21, 2013 at 10:00 a.m. in room 4C of the Administration Building.

Meeting adjourned by order of the Chair at 10:40 a.m.

Richard Greshay, Secretary

Donna Maly Chair

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.